



## KENTUCKY STATE BOARD OF PHYSICAL THERAPY

**Ernie Fletcher**  
Governor

9110 Leesgate Road, Suite 6  
Louisville, Kentucky 40222-5159  
Phone (502) 429-7140  
Fax (502) 429-7142  
<http://pt.ky.gov>

**Rebecca E. Klusch**  
Executive Director

### **ENDORSEMENT APPLICANT INSTRUCTIONS** **PHYSICAL THERAPISTS EDUCATED OUTSIDE THE UNITED STATES**

A physical therapist educated outside the United States who wishes to apply for Kentucky licensure by endorsement from another state must meet the following requirements:

- 1) **Educational Credentials Evaluation:**
  - (a) Furnishes the board a favorable educational credentials evaluation report from a credentialing agency that uses the "Coursework Evaluation Tool" copyrighted by Federation of State Boards of Physical Therapy (FSBPT); or
  - (b) If licensed in another state, may submit a favorable educational credentials evaluation used at the time of initial United States licensure for consideration. To qualify for licensure, you must have completed a program in Physical Therapist education which is so recognized by your educational country, and is substantially equivalent to requirements for PT's in a CAPTE accredited program.
- 2) **English Proficiency:** If English is not your *native language*, show proof of English Language Proficiency:
  1. A score of not less than 50 on the Test of Spoken English (TSE) (Code Number is 9917);
  2. Verification that the applicant has achieved the following minimum scores for each category of the TOEFL® Internet-based test (TOEFL iBT): writing, 24, speaking, 26; reading, 21; listening, 18; with an overall score of not less than 89; or
  3. Verification that English is the native language of the country of origin;
- 3) **Application:** Complete and submit the application to the board office along with a cashier's or certified check or money order in the amount of \$170.00 payable to the "Kentucky State Board of Physical Therapy". This is a non-refundable fee. Cash or personal checks will be returned and delay your application.
- 4) **Verification of Licensure in the United States:** You must hold an active license in at least one jurisdiction. Send the "Verification of Licensure" form to **each** state in which you are now, or have ever held a temporary permit or license. You may duplicate the form if needed. Please check in advance with each jurisdiction to determine if there is a fee for this administrative service. *Request the jurisdiction to return the form directly to this Board.*
- 5) **National Physical Therapy Examination (NPTE):** Applicants for licensure by endorsement must have successfully completed the NPTE. Exam scores shall be transferred to Kentucky by the **FSBPT Score Transfer Service**. You may request your scores online at [www.fsbpt.org](http://www.fsbpt.org). You must know your candidate ID number and date of examination which may be obtained from the licensure board in the state where you were examined.
- 6) **HIV/Aids Course:** Complete a Kentucky Cabinet for Health and Family Services (CHFS) approved course of **FOUR (4)** or more hours on the transmission, control, treatment & prevention of human immunodeficiency virus infection, HIV and Aids. Courses must be specific to physical therapy or approved for all licensed health professions. For further instructions refer to the enclosed "HIV/AIDS Education Courses."

- 7) **Supervised U.S. Practice:** To be licensed in Kentucky, a person educated outside the United States must successfully complete a minimum period of three months' supervised practice as a physical therapist. Board regulations require the supervised practice to be in a facility which is actively involved as a clinical education site for students enrolled in a CAPTE accredited program in Physical Therapy. The person being supervised is required to have on-site supervision (which is a minimum of three months and a maximum of six months) until he/she has been determined to have entry level competency/clinical skills by the physical therapist supervisor on forms provided by the Kentucky State Board of Physical Therapy. The supervisor must have acted as a clinical instructor to a PT student within the previous three years. Kentucky law requires that an endorsement candidate must submit evidence that he/she has met the same or more stringent requirements in another state.
- A)** If you have undergone documented supervised practice as a condition of licensure in another state, write that board a letter authorizing them to send the Kentucky Board a copy of your Clinical Skills Evaluation/Supervised practice documentation. It is suggested that you include this with your request for licensure verification, and follow up the request with a telephone call to that Board.
- B)** If your present or previous U.S. practice settings meet the above stated requirements, have your PT supervisor complete the enclosed "Evaluation Form to Assess Clinical Skills", and return it directly to this agency. The supervisor may, instead submit the information on forms their affiliating PT schools use for students in their final internships.
- C)** If you have not previously worked in a supervised practice in the U.S. which would meet Kentucky's requirements, your application for licensure would not necessarily be rejected by the board, but you would be required to complete this requirement in Kentucky or another state before you could qualify for licensure here. A temporary permit may be issued to an individual who will be completing supervised practice requirements in Kentucky.
- 8) **Licensure Verification from your country of education:** We must have verification from your country of education that your license or certificate to practice in that country is valid and you have been granted unrestricted practice privileges. ***Usually, this information is included in your educational credentials evaluation.*** If it is not included in the evaluation, then arrange to have the licensure authority in the country in which you were educated as a physical therapist provide verification directly to this agency from that authority in a securely sealed envelope.
- 9) **Legal Authorization to Work:** Before a temporary permit or license can be issued, the board must receive a copy of your legal authorization to reside and seek employment in the US; i.e., VISA or Green Card.

**DOCUMENTATION IS TO BE MAILED TO:**

KY BOARD OF PHYSICAL THERAPY  
9110 LEESGATE ROAD SUITE 6  
LOUISVILLE, KY 40222-5159

**BACKGROUND CHECK**

NOTE: Criminal background check(s) are now conducted on each applicant by the board office. This report is to confirm your response to the question concerning convictions on your application form. It is critical that you include the required court records for ALL convictions; not merely felony convictions. All convictions must be listed, not just in the last five years. Do not list minor traffic violations unless substance abuse is involved.